

Community Wellness Taskforce (CWT) Meeting

January 26, 2024; Work Session 29

Maniilaq Boardroom and Zoom (Sympact)

09:00 AM – 10:45 AM

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Attendance

Community Wellness Taskforce (CWT)			Organizations
Nelda Swan	Elder	Absent	Regional Elders Council (REC)
Margaret Hansen, Primary	NWABSD	Present	Maniilaq
Bree Swanson, Primary	Maniilaq	Present	Northwest Arctic Borough (NWAB)
Verna Tunu Westlake, Primary	Teck	Present	Northwest Arctic Borough School District (NWABSD)
Hans Aqqik Nelson, Primary	NWAB	Present	NANA
Elizabeth Niiqsik Ferguson, Primary	NANA	Present	Teck
Roberta Moto, Alternate	Maniilaq	Present	
Tracey Schaeffer, Alternate	NWABSD	Absent	
Hilda Haas	NANA/REC	Present	
Tanya Ballot, Selawik Tribe	Selawik	Absent	
Rachel Tunu Dekker, Facilitator	Sympact	Present	

Action Items - Selawik Pilot Project

Action	Responsible	Due Date
● Create meeting invitations for Selawik meetings for entire Taskforce	Rachel	ASAP
● Prepare agenda and materials for Selawik meeting 3	Rachel	By Feb 21
● Share link to Selawik presentation 2 with Taskforce	Rachel	After meeting
● Create and share PDF of Selawik presentation 2 with Taskforce	Rachel	After meeting

Action Items - Administrative

Action	Responsible	Due Date
● Pay own \$5,000 fundraising contributions (via Maniilaq).	All organizations	ASAP
● Check spelling of suggested Taskforce Iñupiaq names.	Hilda	By session 30
● Confirm final review and approval of youth member vacancy letter.	All	After session

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● Inquire if the Borough would fund the inclusion of their youth representative on the Taskforce.	Hans	By next session
● Provide an update on the School District's funding contribution.	Margaret	Next session
● Finalize and distribute updated Taskforce letterhead template.	Rachel	ASAP
● Create formal funding request letter for Borough.	Bree	ASAP
● Submit funding request letter to Borough on behalf of Taskforce (and CC Verna, Rachel).	Bree	ASAP
● Assist Margaret with accessing Taskforce Google Drive	Rachel	ASAP
● Inventory all Taskforce documents for potential review	Sympact	By next session
● Design Taskforce graphic information flier for public distribution	Sympact	TBA
● Research funding opportunities	Sympact	By next meeting/ ASAP
● Finalize Taskforce coordinator JD final drafts	Verna, Margaret	Feb 2
● Send folder with draft coordinator position notes to Margret & Verna	Rachel	After meeting
● Send PDF versions of job descriptions to Margaret	Rachel	After meeting
● Move budgeting discussion to #2 spot on future agendas	Rachel	By next meeting
● Provide funding request letter to Terry Walker	Margaret	By next meeting
● Find an alternative member.	Verna. Hans	ASAP
● Review previous session notes.	All	Before next session
● FWD funding link to Bree (https://alaskacf.org/funds/strengthening-organizations/)	Rachel	After meeting
● FWD Funding link for review to grant writer/fundraiser staff (https://alaskacf.org/funds/strengthening-organizations/)	Bree	After meeting
● Arrange to present to Regional Elders Council on March 6	Verna	After meeting
● Discuss inclusion of NWALT at a future date	All	Future session
● Follow up funding contribution requests as needed	Verna	As needed

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Record of Decisions

Decision	Cost	Due Date
• Next Selawik Meeting is Feb 21, 10am	N/A	Feb 21
• Next Taskforce Session is Feb 23	N/A	Feb 23
• Hans to co-host the next session (30)	N/A	Feb 23

Google Drive and Other Links

File	Type	URL
Session 29 Agenda, January 26, 2024	PDF	CWT 29 AGENDA Work Session January 26, 2024
Collaboration Values & Iñupiat Ijitusiat	Slides	230613_General Copy_Our Collaboration Values.pptx
Selawik Actor Map	Slides	240124_EXAMPLE_System Participants Map/Actor Map
Selawik Meeting #2 Presentation (Schedule)	Slides	240123_Selawik Presentation.pptx
Youth CWT Member Draft	Folder	Youth CWT Member
CWT Coordinator Draft	Folder	CWT Coordinator
Strengthening Organizations Fund- Grant Application	Website	Strengthening Organizations Fund - The Alaska Community Foundation
Draft Taskforce Budget(s)	Folder	5. Budget

[CWT 29 AGENDA Work Session January 26, 2024](#)

Welcome and Recording Permission

Verna: Welcome and thank you Margaret, Bree, Hans, Elizabeth, Roberta and Hilda for being here today. Tracey isn't able to attend today.

Opening Prayer

Bree: Dear Heavenly Father, we come to you today, Lord, with heavy hearts, Lord. We ask for you to wrap your arms and your love all around the community of Noorvik, Lord. Lift up the families that have been affected. The whole community has been affected, Lord. It's just a huge tragedy for our region, Lord, and we just ask for mercy on all of our communities, Lord, and hopefully at the end the glory will be for you, Lord, and we ask for you to comfort those that are hurting, Lord, and help us with understanding on situations we don't understand, Lord. We thank you for that. We ask for you to watch over all of us as we do this work, Lord. Having a compassionate heart is what you want from us, Lord, and sometimes that's really heavy on us, Lord, and we ask for you to take that burden from us. We ask for you to continue to watch over those that are affected by the cold weather. Keep them

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safe and their pipes and their sewer running, Lord, and all of the other things that are going on, Lord, we just ask for your hand at this moment. We ask for you to lead us in this world, Lord. We just are thankful for all that you do for us. We love you so much, and we praise you and give you all the glory in Jesus' precious name. Amen.

Verna: Thank you. Do you want to share with Rachel about what happened in Noorvik?

[Link to news story on the tragedy.](#)

Bree: Wednesday morning around 6 a.m. there was a house fire in Noorvik. A mom, her three children, and her niece and her nephew that lived with her all perished. None of them made it out alive. The aunt that was fostering the family, there were actually three siblings that she was fostering. She had three of her own children, and then she had three. There's an older brother. He was sleeping out that night, and so he survived, but his younger brother and his younger sister perished in the fire. I don't know his name, but keep him in prayer. I can't imagine what he's going through, being in the foster system already. The mom was Sarah Patterson, and the children, I don't know what their names are. A lot of people in our community are related. So her mom and Maggie Sampson are sisters. Maggie Sampson's youngest niece; the Mulluk family. She was pretty active on the tribe. So, it's a huge loss for the community, and I think it's just such a tragedy we can't even understand what they're going through. We do have lots of support on the ground for the community. Our therapists happen to be in the community. And we sent two other therapists out. So we have three therapists on the ground in Noorvik. They've been there since Monday, and they'll stay until next week. I think they'll leave on Monday, and then two more will arrive on Monday. And we'll do a community healing circle on Tuesday. And we have two therapists at the school working with the kiddos because there's five school-aged children that passed, so that's affecting all of those kids. The one thing I love about our region is we can come together in times like this. And so I know that there's just a lot of support and things right now. It will be in a week or two when everybody goes back to their own lives and things that we really need to uplift this family, because that's when I think it will really hit.

Aniqsaaq - Breathing Exercise

Rachel: Breathe in, hold it for four, breathe out for four, hold it for four, breathe in for four. You make a block [square]. I think that one was meant for if you're feeling anxious. It gives you some control, or a sense of control, over your breath and calms you down.



Collaboration Values



Bree: The value that I resonate with the most; “We are here for each other and we can be strong for each other”. I think especially in the news that we had this week, that's just such a value that you're feeling down, others can lift you up.

Summary notes, Agenda, Announcements

Verna: You should have received the December 1st notes. Please take time to review them. [No new items to add to the agenda].

Taskforce Membership Contributions Update

Verna: In the last couple of meetings we've been talking about our contributions. Teck and Maniilaq have made their 2023 \$5,000 commitments. For Teck, we budgeted for the same amount for 2024; a \$5,000 commitment. My budget has been approved, so I'll make that contribution this year. For 2023, we had Hans report at the last meeting, from the last session notes, that he was going to follow up on that. He and Liz should have received a letter from Bree specific to their organizations. Liz had some great ideas on how she could approach funding. Rather than go to the funding source that contributes to all requests from outside of the organization. She thought that maybe, since she and NANA are part of this Taskforce, it could be from a separate budget. *[Niiqsik [Liz] joins the meeting].*

Hans: I don't have any updates as far as those contributions. I've been so overwhelmed and busy, probably within the last 48 hours. And so I haven't worked on any submissions. I'll be honest, if we can get a letter in the mail or whatever that looks like, is it a hand delivery to the mayor? I think we can accomplish that today. If it's just a letter that I provide to the mayor. I suspect that at this point, we'd be able to confirm that contribution and be sure that it will come through at some point.

Verna: Thank you Hans. We did talk about that last session, and if you recall, we looked at the letter. Do you need help with that? Do you need myself, or Bree to help take the steps to get it to where it needs to go? I know you're

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really busy so we can do whatever you think we need to do to help you in that area. The same goes for anybody else that needs the support.

Hans: I did get the letter.

Rachel: On our end, we had designed a new draft layout with the brand and everything. I think it needs a little bit of tweaking but I'll send that as well so that when you send something it's on the new Taskforce layout with the actual logo rather than the old one. It'll look more official, so hopefully today and if not today then Monday, I will get that. It just needs a few tweaks before we can use it.

Verna: The purpose of these \$5K contributions is separate from the Taskforce administrative type work. It spells it out in the request that these funds are going to go towards our community work.

Bree: Right, and the money that we're using for travel is different.

Verna: This is the year that we're really going to have to get focused and have as a priority, our funding. We need to seek grant funding. It's on the agenda, we'll talk more in detail about that later but things are going really awesome. We've had two [Selawik] meetings, we'll talk more about that later, two introductory and onboarding meetings with Selawik. They're brief one hour sessions and we're making progress with that. We want to be able to not break the continuum with that due to a lack of funding. I think it's really important. So, what can I do to help you, Hans?

Hans: I think it's just a matter of just submitting it, which I've not done at this point. But now's a good time to submit while things are happening with the ongoing circumstances.

Niiqsik: I just wanted to ask Hans, if it was easier for you if Verna or somebody just sent the letter directly to Ellen, CC'd you, and said "you know, we chatted with Hans and we know his plate is full right now, just want to make sure that the Mayor receives this."? Just kind of one less thing off your plate for right now.

Hans: That would be helpful. I think that was the issue last time, because I know it's a general letter. Basically what that means is we just get it to his [Mayor's] inbox. And so sending it to Ellen, from any of you on this Taskforce, would be helpful because of the nature of my involvement here on the Borough level. To try to intertwine some of those financial needs and requests. It makes more sense for this letter to be generated from anyone on this Taskforce.

Verna: We're happy to do that, which is one reason why we have dubbed Bree as the person making the request because she represents the organization in wellness, and it makes sense for it to come from her, and for her to sign it on behalf of the Taskforce. Every organization is different. This is separate work from our regular jobs, so we're happy to do whatever we need to ensure that keeps moving. So, we will do that. What's Ellen's last name?

Hans: That's Ellen's Coffin, she's the assistant to the mayor.

Margaret: If we could get one to Terry Walker as well. I'm surprised nothing came through for FY 23. Last spring, we had that conversation. So yes, putting it in writing would probably be best. Thank you.

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Bree: Just so everybody knows. As everybody is saying they're behind, I'm a bit behind too. I know that I owe a balance statement to this group, and I'll work on it. But I also did submit to open a new speed code so it's specific to the Community Taskforce, so that the money's in the account it's not in contact with anything else. I did that. I need to get a basic statement.

Rachel: My understanding is, sorry, Elizabeth, can I ask, are both these letters separate from the \$5,000 commitments, or is one of them a commitment letter?

Verna: We're talking about the same funding request. One letter. This is each Taskforce member's organization's commitment. So, Hans, and to me, and to Niiqsik.

Bree: I can resend that letter with a little spiel, put a little email and say, "Hey, this is a formal request to your organization for \$5,000" for the Borough, and for the school district, correct? Okay.

Verna: Yes, and then make sure you CC at least myself and Rachel. I don't know if anybody else wants to be in it, or if we include the whole Taskforce. That letter does have all our names listed as member representatives.

Niiqsik: I just wanted to give a quick update that I submitted that letter and our request. We have an internal form that we have to fill out, and I submitted that a couple of months ago up the chain and included Bree and Verna's information about the request so if anybody on our side from NANA had questions about it, they'd reach out to you. So, I'm guessing they haven't?

Bree: Not that I've seen.

Niiqsik: Okay, so I sent another email this morning just to our VP, ran it all the way up and asked if her team received it and what the status is. And so, I hope to have a little more insight about that. And I'm sorry for joining late today. I actually have to leave early as well; I'm down here in Juneau, and there's quite a bit going on. My morning has completely filled up with meetings, and I just want to apologize ahead of time about having to slip out early sometime this morning.

Upcoming Taskforce Sessions

Verna: Yes, thank you, Niiqsik, for the update. We understand everyone is busy. Before you leave, I wanted to share that we had our second meeting with the Selawik team for the pilot program and had a productive discussion yesterday. Only a few could attend, but it was still valuable. We've also selected the date and time for our next meeting, which will be on February 21 at 10 AM.

Rachel: We started sending out CWT work session invitations for the year but got locked out because we were sending out too many invitations. It looked like spam. You should have received a batch of invitations, and another batch will be sent soon.

Verna: So the reason we did that. Rachel and I talked this week about how our schedules are filling up for the year already, and we need Rachel. So, between my rotation and hers, we selected the Fridays of every month. That's what you saw, or will see in your email inbox. It's an invitation for our work sessions every month. We need to send another one for February 21 at 10am for one hour with the Selawik team.

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Margaret: Thank you. I've put it on my new annual calendar book. On the 21st I am on the Northwest Iñupiaq Housing Authority board, so that starts at nine and ends at noon. Paul and I are leaving with our junior dog musher to Wasilla for the junior Iditarod. So I won't be able to make the 21st, but keep us informed. I'd like to join when I can. And I will call in the 23rd though, from Wasilla, for our next meeting

Bree: I won't be here for February 21st. I have a board retreat in Phoenix, the 19th through the 23rd. But Roberta, are you available at that time? Feb 21 - 23.

Verna: 21st is with Selawik.

Bree: And the 23rd is our committee meeting. I actually won't be able to make either of those days. They're actually both travel days.

Roberta: I'm looking at my calendar, and I should be available.

Verna: Yes, so I think it's going to be okay. I'm hoping to be here for our March meeting on Friday and then go to Kiana for the annual meeting.

Hilda: On February 21 and 22, we are in Kotzebue for **Mumiqsaa** retreat, so I probably won't be available on the 23rd either, in February. Okay, but March for sure.

Verna: The whole idea of getting the invitations out early is so that the work sessions can be on your calendars. You can go ahead and click accept, which I would rather you did; and then, if something comes up, it's okay to cancel, just let us know. At least the sessions will be on your calendar for the year.

We'll hear back from Margaret, the school district and Hans, the Borough and NANA as soon as possible. If I'm included in these, I can follow up at any time rather than wait to hear from somebody, if that's what you would prefer. I don't mind doing that. But, you know, we always try to defer to each Taskforce member to work with their own organization, because you know best how things go in the organization.

Alternate Members

Verna: I mentioned we just hired two new people for the four positions we have, and it's not yet determined who could potentially be my alternate.

Hans: That's another deliverable for me. We've had some new folks come on board. It's just a matter of providing information to any of the newer individuals here at the Borough, and I think I have a couple in mind. It's just a matter of whether they're able, willing, and available. So, I think by the end of this meeting, I'll have better information for you all. I feel like I'm behind, so I apologize.

Verna: The draft session notes are detailed. They've gotten a lot shorter than they used to be, but there's enough detail in there to keep everybody updated on where our discussions lead. So, I encourage everybody to look through those, especially before a meeting. Thank you.



Elder Member Travel Logistics

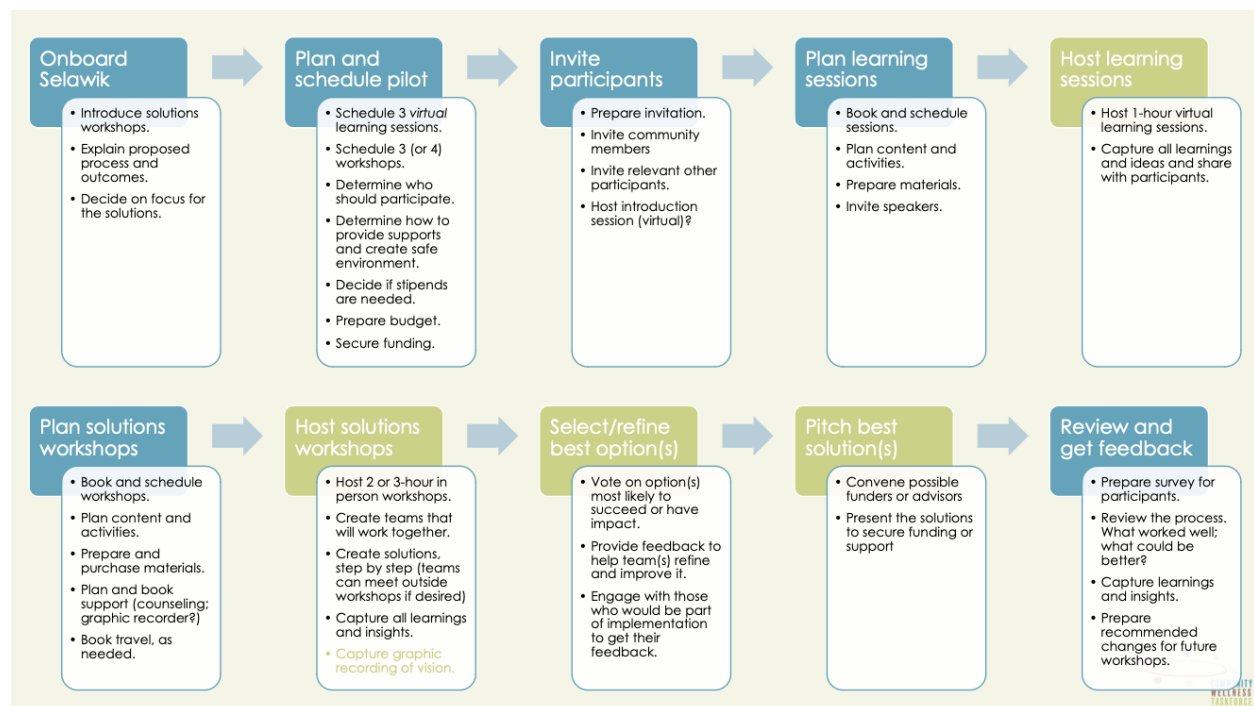
Verna: Regarding logistics and Nelda's travel, we had determined in the meeting before the last one that Bree was going to be the next organization to cover Nelda's hotel, travel, meals, and incidentals. When you were gone, we were sitting in a meeting wondering who's next, and then someone else had volunteered, but right now it's Maniilaq. However, she opted for a virtual meeting this time. She hasn't logged on yet, and she has the option to do that as well. She will let us know if she is able to travel and come in person. Her stipend is coming from a separate fund, and Bree deals with that separately.

Verna: Our next sessions will be February 23, March 22 and April 19.

Hans: I'll be happy to volunteer to run the agenda for February 23. I think it's my turn anyway.

Discussion: Selawik Pilot

Rachel: We had our first meeting with the Selawik team on November 6th, 2023. Our second meeting was Jan 24, 2024.



Access slides at [240123_Selawik Presentation.pptx](#)

Rachel: We had an initial session where we introduced both our group and the work we'd been doing. There was time to discuss and ask questions, which was helpful. Following that, we set another date to meet earlier this week [January 24], so we connected again with Selawik. Not everybody was there, but we had a really good discussion. We did a quick recap of what had been discussed before to ensure that everybody had the information and that there was time for questions.

Insert Selawik actor map here.



The next thing we did was the actor map. The actor map places the challenge the community is working on at the center, identifying all organizations, individuals, and entities connected to it so we can use it to start to think about who to invite to the workshops we're planning. This was just a preliminary discussion since not everyone was there, but we have a good sense of some key organizations from that discussion and some key people, including our own group Maniilaq as an organization. The local community members, the behavioral health assistants and aides in the community, school counselors, staff, Elders, teachers, parents, youth leaders, and church leaders. On the right, a the city of Selawik, the Native Village of Selawik, the culture camps they organize annually, there's a youth council, which we noted but wasn't as active as it had been. Tanya's team is looking at encouraging them and bringing more youth into that to revitalize it a bit. There's the wellness coalition itself. In terms of community organizations, we talked about this consortium of churches that aren't so much working on prevention but are there in terms of response if something happens in the communities. Summer Bible schools had a clear connection for everyone there. Then as Verna mentioned, OPT In Kiana, does Selawik have a local equivalent? I don't think there was an equivalent, but we thought there might be an opportunity to make a connection there if need be.

This is just to show that we started the work in the same way as the Taskforce did. We started the work of mapping out who this topic, particularly suicide prevention is what they wanted to focus on, is connected to, who is working on this, who might want to participate, and who has insights to share on this challenge. That's the first step. The idea is that in our next session, we will continue this. From this big list of connected individuals and organizations, we'll select individuals to send an invitation to participate with us in workshops. You can imagine this list probably has 100 people in some way, shape, or form, but we will need to select only, let's say, between five and ten people to invite because we can't have a workshop with 100 people. We need a smaller group. This will help us narrow down who the best people would be to invite. And that's where we left things.

Verna: It's really exciting that the work has actually started. The team consists of Lorraine Ballot, wellness coordinator; Andy Lee, counselor; Sonya Pirtle, youth advocate; Spencer Pungalik, youth advocate; Marcus Norman, youth advocate; Cheryl Ramoth, administrative assistant to Tribe; and Jill Maynard is their grant writer. They have an awesome team. One of the things that Andy and Jill both shared is that they're excited now that they can see the actual work starting with building the aftermath. They both alluded to Selawik's Wellness Coalition that was funded by a five-year SAMHSA grant that's about to expire. They want to ensure that what they built in that coalition is sustainable, and the work we're doing now will definitely contribute to that sustainability. It was good to hear that they're starting to connect the dots and think of what needs to happen next. As it was for Tanya, Andy and Jill are pretty excited about what this work can do for their community and their existing coalition.

Margaret: When you talk about the Youth Council, is that the student council or a separate community youth council?

Bree: A separate community youth council.

Verna: It's the tribe's local youth council, the people Tanya put into her local team. This is her local team, her staff.

Rachel: And it's actually great that Jill is a grant writer, because, once we get to the stage of wanting to raise funds for this, she'll be very aware of what we're doing and how to phrase it. So that's actually really great.

Verna: Yes, and she's tapped into the resources.



Bree: She's helped Kivalina as well.

Verna: I'm excited that we got this going. Were there any other questions or comments on this particular topic?

Rachel: When we last met, we had sort of a draft schedule that started in November. And we said we'll update the schedule, we'll move it over by two months, I'll just share very quickly what it looks like when we move it over. And this is still not to say that this is the exact schedule we'll work with, but it gives us a sense of roughly what we might be looking at.

Verna: Yes, please share those two slides that you shared the other day with Selawik because the entire Taskforce hasn't been part of these side meetings to get going.

A presentation slide with a blue vertical bar on the left side. The title "What does the taskforce propose?" is in a large, bold, blue font. Below the title is a bulleted list of four points. At the bottom right of the slide is a small version of the Community Wellness Taskforce logo.

What does the taskforce propose?

- Wellness and unwellness are often very **complex topics**.
- There are usually **no easy answers** to solve this challenges.
- The taskforce has **no ready-made solutions**.
- We bring a **process and tools** to create solutions together.

[Access slides at 240123_Selawik Presentation.pptx](#)

Rachel: This is the deck we just had a very brief recap for them. We said this is what the Taskforce is proposing to you as a community, the idea that these are complex topics, no easy answers, all the things we've all talked about as a group. Bullet three is we are not coming to this community saying here's the solution, here's what you're going to need to do. We are coming to the community and we have some tools and some processes which can bring us all together and help us to create solutions. That's an important thing for them to know so that they don't think that we have the answers for them, but we can help collectively figure out what some of those answers might be.



What are solutions workshops?

- There is a structured process that groups and communities around the world use to tackle complex challenges: **Social innovation**.
- Often these challenges are deeply rooted. And that means solutions need to **go the root of the challenge** too.
- **The taskforce is proposing that we:**
 - Gather people with personal experience or work expertise.
 - Spend **~3 sessions learning** about the challenge together.
 - Spend **~3 workshops understanding** the root of the challenge AND **creating possible solutions** together. Any idea is welcome.
 - Work together to **refine** the solutions with the most potential.



Access slides at [240123_Selawik Presentation.pptx](#)

And then this is the focus, the blue part. What we are proposing to do together is to bring people together, having these three learning sessions that we've all talked about. And then after three learning sessions to understand the challenge, then we do the workshops where we come up with solutions. And after the workshops, we'll figure out together out of all the ideas that come up, which are the ones that are most viable or most likely to have success. And those we can then refine and hopefully get some funding to start to implement.

Sample schedule

- We would design the actual schedule together, based on what works for the Selawik team and community.

January		February		March		April		May		June	
Onboard Selawik		Invite participants		Host learning sessions (3)		Host solutions workshops (3)				Pitch solutions	
	Plan and schedule pilot with Selawik	Plan learning sessions			Plan solutions workshops				Select and refine best options		



Access slides at [240123_Selawik Presentation.pptx](#)

So that's the lead-up and then the schedule; we're going to probably use at least the rest of the month, if not starting into next month, to onboard the group there and start to sort of plan, and refine this schedule. Roughly, say in January, in February, or in March for the hosting learning sessions, but potentially put some dates to it and that work for the community and that we can work around as well. I think it is possible for us to do it in six months, but it may be more likely that we stretch it out a little bit because I know schedules get complicated fairly quickly.

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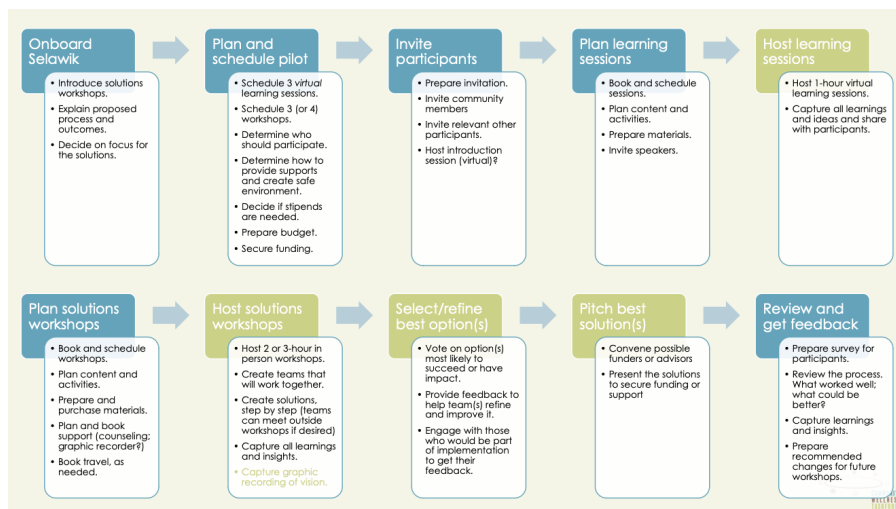
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Hopefully if we kick this off the way we have been, we can do all of this in this calendar year, which would be an amazing leap forward from all the planning and discussing that we've done. We need to refine this with them.



Access slides at [240123_Selawik Presentation.pptx](#)

We didn't spend a lot of time on the last slide with them, but I think you've all seen this before as well. It just has a little bit more detail on what each of the items on the schedule contains. Everything that's listed here in terms of onboarding, planning, is on this slide in more detail; and what are the steps underneath that. I'm sure we'll come back to this more often as we plan in more detail, but that's what we've left them with. Just an overview of what we're hoping to do and the things we need to plan together.

Verna: Since we've done some preliminary introductions and actually now have our mukluks on the ground and running, we need to include the entire Taskforce in the invitation to the Selawik meeting so that they can be aware of everything and we won't necessarily have to report the details that we're doing now and everyone will be informed. I just wanted to point out one of the really good things about Tanya's team is it's a big team, big enough that somebody will always be there, even if the entire team is not. So that will help with the momentum and keep her team motivated and involved.



My Drive > Community Wellness Ta... ▾



✕ 1 selected ⋮

Folders

↑ Name ▾ ⋮

1. CWT Sessions ⋮	2. Outreach ⋮	3. Selawik Pilot ⋮
4. Fundraising ⋮	5. Budget ⋮	6. PCCARES learning... ⋮
7. Logo & Templates ⋮	8. Administration ⋮	Regional Elders Cou... ⋮

[Access folders at Community Wellness Taskforce](#)

Rachel: You may have seen this when you've been on the drive; there's a number of folders that we all use. And one of them is called 3. Selawik Pilot. In that, we have a folder for each of the meetings. You can always click into that to see all the things we shared with them. There's actually a recording of the first meeting if you want to look at that. The second meeting has the slides that I just shared with you, the activity that I showed you. This is our own example from what we did as a Taskforce, on the right. I'll attach it as a PDF as well following this meeting so that that might be easiest for people to access, just a quick PDF to take a look at. But you can find all of this information here.

Margaret: Okay, it'd be good to print too so I can have it up here on my wall. And yes, that'd be awesome.
[Margaret requested help to access Google drive]

Rachel: The thing that usually happens is that your Google, like your browser, is connected to a Google account, not your work account. That's why people sometimes have trouble accessing. But we can easily add whatever account it is that Google wants you to use, we can add that to the accepted email addresses in our drive. That's probably the easiest solution.

Verna: Rachel will include the entire Taskforce for the next invitation for February 21 at 10 am with the Selawik team. We encourage everybody to attend and we can support Selawik and what they're doing in their work.

Document Review

Rachel: At the December 1st session, we talked about all the various documents that we had and Hans suggested it's worth doing a little bit of a review of our documents to make sure that they still say the things in our discussions as we've evolved and what we're doing and that we're all on the same page about that. We could also make the document review something we take offline. We don't need to all do it together, perhaps if a few people want to take on a document or we can do it on our end. I'll be gone for a few weeks, so it won't be until next month. If we're okay with that and if it's not the most urgent thing on the agenda, we can do it that way. That way we don't take up agenda or meeting time to review documents together. We can just track changes in the document. We [Sympact?] can create an inventory of all the documents to see which ones we actually want to

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review or not. That's something that's very quick, make a list of the documents and then a column review yes/no. Then if it's a yes, then we can assign between us who would review it. And if a person is reviewing, track changes is the easiest way because then everybody can see what their suggestions are.

Verna: For clarity, the documents that need reviewing, we need to determine what those are, put those in a separate folder that we can access separately? Is it going to make the changes on the original location of the document?

Rachel: No, it wouldn't. Maybe what is the easiest way is before the next meeting on our end, we'll create an inventory of all the documents and make a recommendation as to whether or not it needs to be reviewed. And maybe that's what we will discuss in the next meeting. Does it need to be reviewed, yes or no? And then we can include the link to the document so it's easy to find. And then if it does need reviewing and a person says, I'll review this one, all they need to do is click the link and track their changes. So we can set all of that up and then next time we discuss whether it's needed or not.

Hans: The reason I mentioned it, things are evolving within this Taskforce. And it's keeping our documents, not only up to date, it's keeping them refreshed. Rachel, as you noted, we're keeping a good inventory of what those documents are so that when we do come forward to any board, council or commission, whatever it may be, whatever financial ask, we want to ensure that we've got good working documents that are speaking to the up to date things that are ongoing. There's also wordsmithing that should happen. As we work towards that work session to start examining documents, we're ensuring that our terminology, our phrasing of things that are happening is speaking to what we're trying to accomplish. I want to make sure we have good objectives. When we do go to these boards or councils, they know immediately that's what they want to do. Rather than trying to take too much time to explain, our documents have good objectives so they know immediately what we're trying to accomplish. We know as a group, we understand, but how do we tell that story to other individuals? When we start gaining some more of that financial support and securing those, our documents are going to speak to what financial support is coming in.

Verna: We appreciate your insight and your expertise in that area. It's also prompting us to provide an update to all the boards and councils of what the Taskforce is doing. We could maybe put that on our Q2 tasks? We can come back to that later.

Rachel: This is prompting me to think about something else. We have our letter, maybe a one-page flier or something that doesn't really need to change much, but it goes with the letter. The letter asks something specific, then the one or two pager that is a bit more designed has an overview of the Taskforce so that it doesn't need to go written out in a letter. And that can just always, you know, be accompanying any letters that we send. The letter can be specific.

All agreed that it's a great idea and that Rachel will do a great job! 😊

Rachel: That's something I can do collaboratively with Conor; however, both of us are traveling for a chunk, like a few weeks and into the next month. It'll be likely to be closer towards the end of the next meeting. But yes, we can put that on the list.



Taskforce Budget, Fundraising, and Grant Writing

Verna: A priority this year is the Taskforce budget and fundraising. We need to hire a coordinator to do all of this work behind the scenes as we go into the communities; we're all busy and have full-time jobs. I'm grateful to my organization who has allowed me to do whatever it is that we need to do to get this work started and sustainable. But yes, a coordinator's help would definitely keep things moving. We need grant funding so we don't have to just rely on the organization's \$5,000 contributions, which can be depleted quickly when we start getting into community work.

Our fundraising target: how many dollars and whom to approach for support. That is going to be very specific and a lengthy discussion. We can start it now. As far as a target, we would have to look at a budget and what the needs are. I'm a former grant writer, I'm on the Taskforce so I'm willing to work with one of our Taskforce organizations who has a grant writer that can do pro bono work on our behalf.

Hans: The Alaska Community Foundation (ACF) [below] is something I've applied for on behalf of the Northwest Arctic Borough fire department, strengthening organizations really speak to this group, this Taskforce. However, obviously, it should come through a nonprofit. It's called strengthening organizations and the ACCF is a straightforward grant. It's a fill-in document. I think a lot of the documents we've established up to this point, we can start to start filling in the blanks for this. The key is, is who's going to apply on behalf of our Taskforce? There's a deadline but you can see it's up to \$10,000. That's what we're trying to do, build this Taskforce into something bigger. This one would really speak to that.



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Strengthening Organizations Fund

Grant Application Open: January 15, 2024 - February 29, 2024

Strengthening Organizations will accept applications for Spring & Fall

Winter Cycle: January 15 – February 29, 2024

Fall Cycle: October 1 – November 15, 2024

Eligible nonprofit organizations can apply for grants to build the capacity of their organizations. Eligibility is limited to 501(c)3 nonprofits or equivalent organizations in Alaska. Comparable organizations may include tribes, churches, local government agencies, and programs. Organizations must have their federal designation as a 501(c)3 nonprofit, or equivalent, for a year or more.

Grant awards will support nonprofit staff and board of directors in their efforts to access tools, develop practical skills, and cultivate support systems needed to effectively achieve the organization's mission in the areas of leadership development, organizational development, program development, collaboration, and community engagement, and evaluation of effectiveness. **For eligible activities for funding, please review the provided grant guidelines.**

Grant requests may be for up to \$10,000.

For additional information, please review the following documents. If you have any questions after reading the guidelines, FAQ, or how to apply online, please get in touch with an ACF Program staff member at grants@alaskacf.org or call 907-334-6700.

A draft review of your application is strongly encouraged. Please email The Alaska Community Foundation at least two (2) weeks before the deadline at grants@alaskacf.org requesting a review. If your organization would like a draft review of your application, complete and save it, but do not submit it.

Here is a list of past grantees with a short description of their projects:

[Grantee History 2017- 2022](#)

Please review the [Grant Application Guidelines and Helpful hints below for more information.](#)

HOW TO SUBMIT AN APPLICATION

Click this [link](#) or copy and paste the link below to access ACF's online grants management system:

<https://www.grantinterface.com/Home/Logon?urlkey=alaska>

Click this [link](#) or copy and paste the link below to access ACF's online application instructions:

[Grant Guidelines](#)

[Helpful hints for applying online](#)

[Preview our Forms Here](#)

Please note: These forms are for your draft work ONLY; any submissions must be completed within our [online grants management portal](#).

For grantee convenience, below are PDF versions of the grant application and final report form for this grant opportunity. Click the links below to download the PDF version of the document if you'd like to prep. The documents are provided here for your PREPARATION convenience. You **cannot** use these forms for your submission – that must be done online within our portal.

- [Strengthening Organizations Grant Application Preview](#)
- [Strengthening Organizations Grant Final Report Preview](#)

ACF would like to thank the Rasmuson Foundation for supporting this grant program. The ACF Strengthening Organizations Program complements the Rasmuson Foundation Tier I Program. Organizations may not apply for funding for the same project from both programs.

Grant Application

Category:

[Restricted](#)

Area of Interest:

[Statewide Philanthropy](#)

Geographic Location:

[Statewide](#)

[Access website at Strengthening Organizations Fund - The Alaska Community Foundation](#)

Verna: In previous discussions, we've established that Maniilaq is our fiduciary sponsor as the health arm of our region and this Taskforce.

Bree: I can ask Anthony because we already have a couple of these grants, so I don't know if Maniilaq can apply for another one for this but I can certainly ask him.

Verna: And this could be something potentially that Jill could apply directly for Selawik.

Bree: Yes, that's actually perfect.

Group discussion summary: Rachel did a quick search regarding Maniilaq awards from ACF which showed zero on the list and not names. Bree suggested checking 2017-2018. Yes; 2017-2022. Sounds like a great opportunity.

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Rachel offered that Sympact offline could spend 20 minutes doing some googling and seeing if there are funding opportunities and if anything stands out we can bring it to the next meeting. Because clearly there are some great things and if there's deadlines, we would need to get on this right away; ACF is due February 29; there may be some other ones with urgent deadlines to think about.

Verna: Can those of you in CWT that have grant writers in your organizations ask the same thing? To do a quick search for some potential pockets of funding for our group?

Bree requested the ACF link be forwarded to her to share with her team.

Verna: This is a good time to discuss target funding, otherwise it would be pointless to request funding without a budget. We have the Taskforce, we know our mission, we know what we want to do. But we need to see an outline of the Taskforce funding needs. We also have our community pilot funding needs; we have two budgets we need funding for. The CWT and our communities work.

Access draft Taskforce Budget(s) in the folder : [5. Budget](#)

Verna: We need funds as soon as possible because things are rolling now and we don't want to have a gap or stop due to lack of funds to implement the work. As you recall, these are the budgets that we put together based on conversations we've had - the Taskforce specific needs would be the domain items; that's pretty well established Teck is paying for that and for the email account. We need funds for communications, brochures, a one pager, and printing, web design. These are some Taskforce items including Elder and youth stipends.

Rachel: There's a lot of zeros because we never had a chance to discuss some of these items on the coordinator position; we haven't settled on a number, there's a lot of things that we still will need to update this document.

Verna: We need to establish the coordinators' position roles and responsibilities. We talked in the past about full time vs. part time. We can't come up with a figure until we have that discussion in detail. As I mentioned, we're getting really busy here now with our pilot community. We really need a coordinator. I'll do my best as much as possible, for as long as possible.

Bree: Do we anticipate the coordinator to be a contracted coordinator? If not a contracted person, then you have to consider who's going to cover workman's comp and all of those things.

Discussion:

1. Contracted person, consider flat rate of \$60,000-\$75,000 for example
2. \$75,000 on the upper end [of the budget forecast] especially if they're going to have to cover their own benefits and other items.
3. Develop a scope of work.

Rachel: We have drafts of all these items, at some point we need to decide to have some smaller groups working on them and come back to the committee with something that is near final. We have it, we review it regularly, but we haven't gotten to the point of finalizing it. There's a lot of things we have (including that job description, the youth member invitation, fundraising letters) that are all drafts, but they haven't finalized any of them. So it might be helpful for a few people to just push that over the line and then bring it back to the Taskforce.

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Margaret and Verna volunteered to meet separately and review the coordinator's job description. Meeting scheduled for Feb 2, 2024 at 2pm. All CWT members are invited if they so choose. Verna to send invitation. Rachel to send the link to description, The cost associated with position needs to be determined.

Margaret: Regarding fundraising, if we wanted to get the word out about our Taskforce and what it does, we might consider a raffle for something like a four-wheeler. If we start and do it within a three-month period, that would probably be long enough to sell. The high school basketball teams raised money doing that, they did a good job.

Bree: The boys and the girls teams, we did a cash fundraiser. We asked the Lion's Club to utilize their gaming permit and we sold 1000 tickets for \$20 a piece, so a \$20,000 intake and we paid out \$12,000, we made \$8000. It was very simple. People want to win money. We did a grand prize, the first ticket drawn out won \$10,000, then \$1000 and two \$500, it was very successful.

Verna: The thing with the raffle and that kind type of fundraising is somebody has to commit to doing it. There's a lot of coordinating and outreach and being all over the map, whether it's in person or online. And that's what we need our coordinator for.

Discussion: A gambling license is needed; Bree sits on the Lion's Club board;

Verna: Going forward, we definitely need our budget and fundraising as number two on the agenda; we'll keep Selawik number one.

Closing Comments

Margaret: It's been a tough week. We had our board meetings, Monday through Wednesday. Then we heard about the tragic news, it's been hard trying to sleep. We have to pull together. I'm glad Terry sent out a charter with counselors and some staff to help the community in our school, so they're out there, we're contributing as much food as we can to help the community as a whole. The Northwest Arctic Leadership Team is going to Juneau next week. I'll definitely let folks know about what we're doing with our community wellness Taskforce, and what we're looking for funding, in case somebody might mention, my community is doing this or getting funding from there. I'll try to keep that in mind as we go through the offices and talk to legislators.

With education, right now without any increase in BSA and the governor cutting, whatever the legislature works so hard to present, we're looking at a \$14 million cut next year. That's how bad it's getting. We have to not only pay for teachers and keep our schools running, operation and maintenance has been a big issue, and the legislature tried to fund \$100 million of that and the governor vetoed \$60 million so a lot of our school projects did not get funded. Now we have DDC controls in Selawik school that cannot be replaced or the fire panels. We're having to hire watchmen to walk through the building so many times a day because of the fire with the fire marshal review. And so we're having to come up with another \$600,000 out of our own general fund budget to cover those and when they look at the school funding all over the state, the commissioner sent out a report that shows how much fund balances. Last fall we had to fix Noatak's water and sewer issue with the school that cost another \$330,000 so it's getting tougher and tougher. I know the superintendent did budget for the community wellness out of her budget. So we should be able to cover those expenses but we're going to have to really lobby and get help as much as we need to call into those talking sessions. We met with Baker two or three times right after he got appointed,

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and he still continues to not vote for the joint session, so they can override the vetoes. Senate Bill 140 was an internet broadband bill, and the House put in all these extras in there. So, BSA of \$300 was in there, we need \$1,413 per student BSA to catch up from 2017 to 2023 right now it's \$5,690 per student so you can see the disparity there. I'm sorry, that's all school district stuff I've been bombarded with all that so...

Verna: Margaret if you don't mind, for Rachel's benefit, NWALT is the Northwest Arctic Leadership Team, it's existed for quite some time. The members are the presidents and CEOs of NANA, the Borough, the school district and Maniilaq. Is there a reason why Teck isn't included in that or Red Dog.

Margaret: I think they wanted the regional organizations initially from what I understand the leaders, many, many years ago, had that discussion and helped form that. We also thought about NIHA, you know, these other regional organizations.

Bree: Margaret, maybe that can be a discussion to have that you haven't had in a long time. But, you know, and we can open up because the more people we have the better the stronger that lobbying is.

Verna: We, as a Taskforce, are the five leading entities in the region. Red Dog, is an economic engine in the region. The Borough was created because of Red Dog, it didn't exist before that. In order to receive the funds the region needed the borough entity, a governing body to receive funds through. And so that was how all of that got started. I just think it would be a stronger group if you included somebody like Teck. I'm not the president or CEO, they might say no, we don't want to do that; I'm just asking the question. Thank you for that.

Hans: Appreciate all the information, Margaret and it's good to know that there's some ongoing efforts concerning anything ever related to fire there and so I can tell that's important. There are items that I want to be able to move on in terms of our Taskforce. I get excited being able to present information to other bodies, other councils commissions, with the exception of the Borough, because I work in the fire and so the nature of us being a government office, it really makes it hard for me to implement some of these to do's that we have on our Taskforce. I just wanted to offer to breathe, as well as to the school district, Margaret, if at all there's opportunity that I think it'd be beneficial for us as a Taskforce to have any one of us, other than yourself because you work within that organization and we're trying to make that sales pitch per se, and presenting good information and what we're trying to do because it's meaningful. Use me if needed as a resource to present to those councils or commissions. I enjoy talking with our people and presenting this and I think I could tell the story well enough, being with you all and having these deep discussions to help them understand what we're trying to do and what we're trying to accomplish. Bree and Margaret, that if there's an opportunity that you want me to present before your boards. I'm happy to do so. It's hard for me to do so here in the government office and present this to the assembly, as well as the mayor. And I appreciate being able to come together as well, and I should be able to join you folks. February 2, concerning the job description I've got printed, I'll look it over, and it should have some notes for that meeting and I'm looking forward to the invite and that's all I have so thank you.

Hilda: Thank you. I always enjoy listening to all of you and watching you. You all have made a great effort in helping out communities to sell it. It sounds like it's working out really well, and I always have a good conversation with Sandy Kowalski, my supervisor. I'm sure Niiqsiq does the same. I appreciate you always inviting me to this.

A couple of announcements; the week of February 14, there will be a NANA board meeting in Fairbanks for the whole week. That's our second time going to Fairbanks to have these meetings. March 5, Iñupiaq language

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commission will be meeting at Kotzebue from 8:30 to 5:00. Terry will be giving her presentation, partnering with Aqqaluk Trust and some of the efforts we're working on in the language Inupiaaraqta and also mumiqsusaa. This is a new thing that we started a couple months ago. We're finding there's not many of us, like me, that are fluent in Iñupiaq anymore. We're trying to bring in those who are interested in the group, learning. Of course they have to be fluent in Iñupiaq, understand it, and some of it reading and writing, and there are a lot of them who are good readers and writers but do not understand what they're writing. So if they could just learn the Iñupiaq, they will really be a great asset for our people in the future to be interpreting and translating in meetings. On March 6 is the Regional Elders Council meeting, Verna, I have you on the agenda, whether you join in person or teleconference. We're sending an invite soon. We work around Larry's Westlake, REC president's schedule, and Angeline Newlin, president for ILC and John Lincoln, NANA president. Everybody's always invited is Hilda.has@NANA.com. I appreciate you all and the hard work you're doing for the communities in our region.

Verna: Thank you, Hilda, for joining us, we always appreciate your insight and knowledge and information that you share with us and everything that you talked about is connected as with Margaret and Hans. Everything that we're doing in this Taskforce is connected to what everybody else is doing outside of it so I appreciate that. I want to mention quickly, yesterday, my manager Wayne Hall made a presentation to the Maniilaq board on the mine life extension, Anaraaq and Aktigiruk Exploration Project, AAEP. There's a lot of people that are not familiar with AAEP. We've been talking about it at least since 2015. Our current pit, Aqqaluk, will be mined out in 2031. That's only 7 years. We're all accustomed to having Red Dog benefits and so I would like to talk to my manager about maybe making a presentation to the Regional Elder's Council on March 6, I'll follow up with you. Thank you again for participating today. We appreciate you.

Bree: I'm grateful to be back meeting with you guys. I'm sorry I'll miss next week's meeting, but as usual, this work is really really important. And so I love to be part of this Taskforce. So, thank you everyone.

Rachel: A big thank you from me and you'll see a few more emails coming in from us with invitations for the next session of meetings as soon as we are allowed to send them again.

Verna: Everyone at this table is very valuable and that's the piece that Rachel brings. I believe that she also has her heart in our work area so thank you very much for that. I know it's a challenge for all of us to be here on a regular basis. I'm grateful that we're able to work these based on my schedule, I appreciate that. Despite the fact that we might have some of us and not all of us meeting, we need to keep going. Thank you all for joining us, stay safe, healthy and whole.

Bree: Closing prayer, inaudible.

Adjournment